



# Raleigh Arts Commission 2018 Medal of Arts Call For Nominations

## CRITERIA

- [1] Nominees must be current or former residents or have conducted their affairs in Wake County. Self-nominations are permitted. Awards will not be given posthumously.
- [2] Nominations must describe achievement in the arts by an individual or group and should be comprehensive and complete. Award decisions will be based solely on the information in the nomination packet.
- [3] Projects or collaborations must have demonstrated community impact in Wake County and used unique methods which provided an innovative approach to the chosen artform. In this category only, the project or collaboration must have been presented and completed in the calendar years 2017 through 2018.

## WHO MAY BE NOMINATED

### Individuals

- Visual, literary, multimedia, performing artists or designers who have achieved extraordinary excellence in their field.
- Visual, literary, multimedia, performing artists or designers who have made an extraordinary contribution to their field and to the community at large.
- Individuals who have made an extraordinary contribution to the arts through volunteer service, advocacy, as journalists or critics, and/or financial support.

### Groups

- Institutions, businesses, corporations or organizations that have made an extraordinary contribution to the arts through service, partnerships, advocacy, journalism and/or financial support.
- Non-profit arts organizations that have achieved extraordinary excellence in their art form or have made an extraordinary contribution to the arts.

### Collaborations, Partnerships and Projects

- Projects, public art installations, special performances or events that have made an extraordinary contribution to the arts in Raleigh.
- Organizations, partnerships or groups that are breaking new ground in the arts field, whose contribution to the arts has been significant.



COMMISSION  
PUBLIC ART & DESIGN BOARD  
PULLEN & SERTOMA ARTS CENTERS

## GUIDELINES

AWARD DECISIONS WILL BE BASED ON THE INFORMATION PRESENTED IN THE NOMINATION PACKET. IT IS IMPORTANT THAT THE INFORMATION IS WELL-ORGANIZED, COMPREHENSIVE AND COMPLETE.

THE NOMINATION PACKET MUST INCLUDE EACH OF THE FOLLOWING ITEMS:

- **Completed nomination form**
- **Narrative in support of the nomination, not to exceed 3 pages, typed.** Tell us why the nominee deserves to be awarded the Medal of Arts. Summarize key professional credits, accomplishments, or highlights. For Organizations, outline artistic projects supported, community service initiatives, etc. For Collaborations, please identify each member, the project name, dates, location and impact on the community. Please identify the source(s) of the information provided.
- **Supporting materials** such as newspaper clippings, etc., should be copied on 8.5" by 11" sheets of paper (no originals), not to exceed four pages. Links to webpages, online reviews and photos should be clearly typed on one separate page.
- **Letters of Endorsement** from two experts or professionals in the nominee's field. The endorser's position and contact information should be identified on the letterhead. If an endorser is related to or currently affiliated with the nominee, such relationship or affiliation must be disclosed in the endorser's letter. All letters of endorsement for a nominee must be from persons other than the nominator. Each letter of endorsement may not exceed 2 pages, typed.

*The Raleigh Arts Commission is committed to making the application process accessible to people with disabilities. Guidelines and application forms can be made available in alternate formats upon request. Raleigh Arts Office staff are available for guidance in preparing nominations. Please contact [Belva.Parker@raleighnc.gov](mailto:Belva.Parker@raleighnc.gov) or call 919-996-3610.*

**Nominations close on Thursday, April 19, 2018. All materials should be scanned and saved as a single PDF file and emailed to [Belva.Parker@raleighnc.gov](mailto:Belva.Parker@raleighnc.gov) before 5 pm on April 19, 2018.**

**If you have any questions or concerns - please contact the Raleigh Arts Office at 919-996-3610.**

## SUBMISSIONS

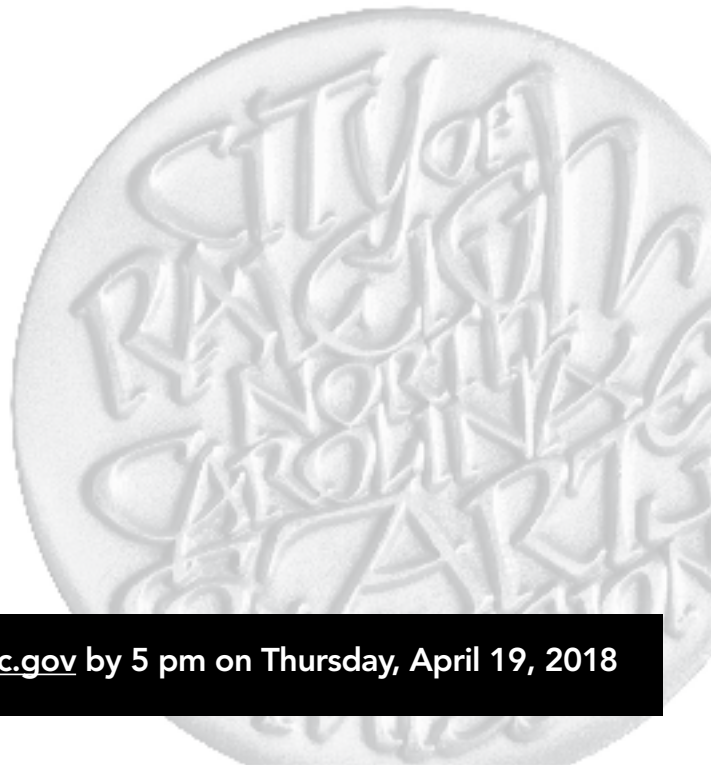
All materials should be saved as a single legible PDF file and submitted to Belva Parker at [Belva.Parker@raleighnc.gov](mailto:Belva.Parker@raleighnc.gov) no later than April 19, 2018.

## CHECKLIST

The nomination packet includes:

- [1] Completed nomination form
- [2] Narrative in support of nomination  
(up to 3 pages, typed)
- [3] Supporting materials  
(not to exceed 4 pages, no originals, copies only)
- [4] Two letters of endorsement (up to 2 pages each)

**Nominations must be emailed to [Belva.Parker@Raleighnc.gov](mailto:Belva.Parker@Raleighnc.gov) by 5 pm on Thursday, April 19, 2018**



## NOMINEE INFORMATION FORM

Name or Project Title \_\_\_\_\_  
LAST FIRST MIDDLE SUFFIX

Mailing Address \_\_\_\_\_  
STREET

CITY STATE ZIP

Telephone \_\_\_\_\_  
HOME WORK CELL

E-mail \_\_\_\_\_

**For a Collaboration, Partnership or Project with multiple stakeholders: Please enter primary contact for nomination on this page and list others (individuals or groups) on a separate page and attach to nomination.**

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## NOMINATOR INFORMATION

Name \_\_\_\_\_  
LAST FIRST MIDDLE SUFFIX

Organization (if applicable) \_\_\_\_\_

Title (if organization contact) \_\_\_\_\_

Mailing Address \_\_\_\_\_  
STREET

CITY STATE ZIP

Telephone \_\_\_\_\_  
HOME WORK CELL

E-mail \_\_\_\_\_

Relationship to Nominee \_\_\_\_\_

Signature \_\_\_\_\_

*The Arts Commission's Raleigh Medal of Arts awards program is funded by the City of Raleigh, individuals, and business sponsors. The Arts Office staff is available for guidance in preparing nominations.*

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